

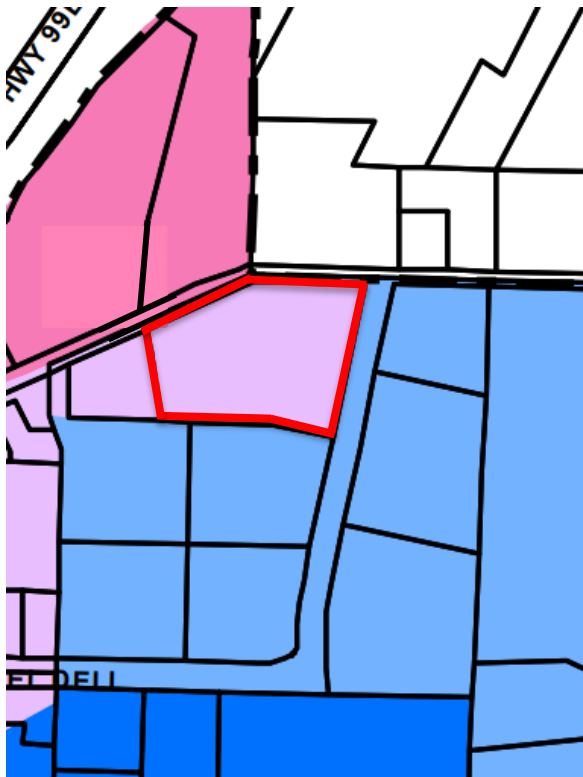
# City of Canby

## Staff Report DR 21-05 Active Water Sports 2<sup>nd</sup> Building

**HEARING DATE:** September 27, 2021  
**STAFF REPORT DATE:** September 17, 2021  
**TO:** Planning Commission  
**STAFF:** Brianna Addotta, Associate Planner

### Applicant Request

The applicant is seeking to construct a second building on a property developed as a sales and service business for boats and watercraft. The second building is proposed to be approximately 10,000 square feet and will be used primarily to service watercraft, and is designed to complement the existing building's design. This use is allowed outright in the C-M zone. This development will increase the employees working on-site by 8 people, meeting the minimum requirement of 3 employees per acre in the Industrial Park Overlay.



### **Staff Recommendation**

Based on the application submitted and the facts, findings, and conclusions of this report, staff recommends **Approval** of DR 21-05 pursuant to the conditions of approval identified in Section IV of this Staff Report.

### **Property/Owner Information**

|                            |  |
|----------------------------|--|
| <b>Location:</b>           | 1907 SE 1 <sup>st</sup> Avenue                           |
| <b>Tax Lot:</b>            | 31E34 00500  |
| <b>Property Size:</b>      | 3.86 acres   |
| <b>Comprehensive Plan:</b> | Commercial Manufacturing/Light Industrial                |
| <b>Zoning District:</b>    | Commercial/Manufacturing & Canby Industrial Area Overlay |
| <b>Owner:</b>              | Warren Freece  |
| <b>Applicant:</b>          | Matt Radich  |
| <b>Application Type:</b>   | Site and Design Review Type III                          |
| <b>City File Number:</b>   | DR 21-05   |

### **Existing Conditions**

The current development of the property was approved in 2018 under DR 18-07: a 29,000 square foot building for watercraft sales and service, outdoor watercraft storage and associated parking and landscaping.

### **Project Overview**

The applicant would like to build a second building on the property to expand the existing business footprint. The second building will be approximately 11,500 square feet and used primarily for the service and storage of watercraft. The business will meet the 3 employees per acre minimum with the construction of this building. The property is already fully developed in terms of landscaping, no additional landscaping is proposed or required. Thirteen additional parking spaces shall be provided on site.

### **Attachments**

- A. Land Use Application – Site and Design Review, Type III
- B. Applicant Narrative
- C. Transportation Analysis Letter from DKS Associates
- D. Combined Plan Set
- E. Pre-Application Conference Summary
- F. Neighborhood Meeting Minutes
- G. Deed and Legal Description of Property

## I. Staff Findings

### Applicable Code Sections

Applicable criteria used in evaluating this application are listed in the following sections of the City of Canby's *Land Development and Planning Ordinance*:

- 16.08: General Provisions
- 16.10: Off-street Parking and Loading
- 16.30: C-M Commercial Manufacturing Zone
- 16.41: I-O Canby Industrial Area Overlay Zone
- 16.49: Site and Design Review
- 16.89 Application Review and Procedures

The following analysis evaluates the proposed project's conformance with applicable approval criteria and other municipal code sections, as listed above in the order that they appear in the Canby Municipal Code.

### **Section 16.08.160: Safety and Functionality Standards**

The City will not issue any development permits unless the proposed development complies with the City's basic transportation safety and functionality standards, the purpose of which is to ensure that development does not occur in areas where the surrounding public facilities are inadequate. At the time of development permit application submittal, the applicant shall demonstrate that the property has or will have the following:

- A. Adequate street drainage;
- B. Provides safe access and clear vision at intersections;
- C. Public utilities are available and adequate to serve the project;
- D. Access onto a public street with the minimum paved widths as stated in Subsection E below.
- E. Adequate frontage improvements as follows:
  - b. For collector and arterial streets, a minimum paved width of 20 feet along the site's frontage.
- F. Compliance with mobility standards identified in the TSP. If a mobility deficiency already exists, the development shall not create further deficiencies. (Ord 1340, 2011)

The adequacy of public utilities and future public improvements to serve the proposed project was discussed at the pre-application conference held on May 25, 2021. Public improvements, including ADA requirements, and on-site storm infrastructure were completed during construction of the original development (DR 18-07). Existing utilities on site can be extended to the new building. No increase in storm runoff is anticipated. As part of this application, the applicant retained Traffic Consultants from DKS Associates to provide the required Transportation Analysis Letter, included as Attachment C and discussed later in this report.

*Finding 1:* For the above reasons, Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

### **Section 16.10: Off-Street Parking and Loading**

As identified in Section 16.10.050 of the Municipal Code, the number of proposed parking spaces based on a formula of 2 spaces for every 1000 square foot of floor space for office use, and 1 space for every 1000 square foot of warehousing space. The proposed building shall be approximately 11,500 square feet.

2 x 1500 sq ft office space = 3 spaces

1 x 10,000 sq ft of warehouse space = 10 spaces

A total of 13 parking spaces are proposed, meeting this requirement.

The locations and dimensions of the existing driveways and sidewalks will be retained, their condition and compliance with ADA is required and subject to reconstruction as determined by Public Works.

*Finding 2:* For the above reasons, Planning Staff finds this request, as conditioned, is consistent with applicable provisions of the Canby Municipal Code.

### **Section 16.28: C-M Heavy Commercial Manufacturing Zone**

As listed in Section 16.30.010 of the Canby Municipal Code, uses permitted outright in the C-M Zone include a broad range of heavy commercial and light industrial uses. "Automobile, motorcycle, boat or truck sales, service, repair, rental, storage and parking" is allowed outright in the C-M zone. The proposed project meets dimensional standards of the C-M zone including:

Setbacks; a minimum of 10' from all streets

Building height; 45'

Lot coverage; no change from existing

*Finding 3:* For the above reasons, Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

### **Section 16.35: I-O Canby Industrial Area Overlay Zone**

The project site is located within the Canby Industrial Area Overlay Zone, a designation which is intended to provide efficient circulation and access, allow flexibility in siting development, including a range of industrial and commercial/industrial land uses, provide visual continuity for streetscapes and developments, and encourage durable, high quality building materials.

This property has been previously approved and developed under the I-O Overlay design guidelines and regulations. This additional building will not create any additional impervious surfacing, nor will it remove any landscaping. The new building will be sided with hardie panels similar to the building on the neighboring property to the west. It will be painted similar to the existing building on the property, in blue, white and grey. The building will be further articulated with overhead doors and a canopy covering the new parking on the northwest side of the building.

*Finding 4:* For the above reasons, Planning Staff finds this request is consistent with the applicable provisions of the Canby Municipal Code.

#### **Section 16.49: Site and Design Review**

In review of a Type III Site and Design Review Application, the Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following:

1. The proposed site development, including the site plan, architecture, landscaping and graphic design, is in conformance with the standards of this and other applicable city ordinances insofar as the location, height and appearance of the proposed development are involved; and
2. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
3. The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity.
4. The proposed development incorporates the use of LID best management practices whenever feasible based on site and soil conditions. LID best management practices include, but are not limited to, minimizing impervious surfaces, designing on-site LID stormwater management facilities, and retaining native vegetation.
5. The Board shall, in making its determination of compliance with this Ordinances, shall use the matrix in Table 16.49.040 to determine compatibility unless this matrix is superseded by another matrix applicable to a specific zone or zones under this title. An application is considered to be compatible with the standards of Table 16.49.040 if the following conditions are met: a. The development accumulates a minimum of 60 percent of the total possible number of points from the list of design criteria in Table 16.49.040; and b. At least 10 percent of the points used to comply with (a) above must be from the list of LID Elements in Table 16.49.040.
6. Street lights installation may be required on any public street or roadway as part of the Design Review Application.

*Finding 8:* The proposed building is compatible with the surrounding context of the project site. Existing utilities are sufficient to serve the new building. The applicant has provided a completed matrix and supporting plans showing compliance with the 60% total point threshold as well as the 10% LID elements requirement. For the above reasons, Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

**Site Design Review Matrix.** The proposed project earns 60% of the total point available in the design review matrix, 10% of which are from LID elements. The majority of these elements already exist on the property, as approved in 2018.

**Bicycle and Pedestrian Facilities.** There are six bicycle parking spaces available on the site, which meets the minimum required for both the existing and the proposed buildings.

**Landscaping.** In 2018 the applicant provided scaled landscape plans and detailed comments to address planting and landscape provisions listed in this section. The information contained specifics on LID storm water management, controls during

construction, specification of tree and plant materials and other information required in this section and contained in the landscape calculation form provided with the application. The same landscape plan has been submitted for this project, because no changes are expected. After a review of all information provided, staff concluded that the project meets these standards.

## **II. Public and Agency Comments**

Notice of this application and the opportunity to provide comment was forwarded to property owners and residents within a 500-foot radius and to applicable public agencies. At the time of this writing, no public comment or agency comments were received.

## **III. Conclusion**

Staff has reviewed the applicant's narrative and submitted application materials and finds that this Site and Design Review application conforms to the applicable review criteria and standards, subject to the conditions of approval noted in Section IV of this report.

## **IV. Conditions of Approval**

### **Public and Utility Improvements:**

1. Sanitary sewer service shall be extended to serve the facility to the satisfaction of the City Engineer and the Public Works Department. (Public Works/City Engineer)
2. Water and electric service shall be extended to serve the facility to the satisfaction of the City Engineer and Canby Utility. Water services shall be constructed in conformance with Canby Utility requirements. (Public Works/City Engineer)
3. Water services and fire protection shall be constructed in conformance with Canby Utility and Canby Fire requirements. The applicant shall coordinate directly with these agencies. (Canby Fire)

### **Project Design/Site Plan Approval:**

4. All proposed lighting shall meet the standards described in Chapter 16.43 and must have cut-off shielding and be installed as shown in the submitted design drawings. (Planning)

### **Building Permits:**

5. The project applicant shall apply for Clackamas County Building permits and a City of Canby Erosion Control Permit from the Canby Public Works Department. Clackamas County Building Codes Division will provide structural, electrical, plumbing, and mechanical plan review and inspection services for construction of the project (B. Addotta)

### **Prior to Occupancy:**

6. Pursuant to Subsection 16.49.060 of the Canby Municipal Code, Site and Design

Review Board approvals shall be void after twelve (12) months unless: A building permit has been issued and substantial construction pursuant thereto has taken place, as defined by the state Uniform Building Code; or the Planning Department finds that there have been no changes in any Ordinances, standards, regulations or other conditions affecting the previously approved project so as to warrant its resubmittal. (Ord. 848, Part III, Section 4, 1091). (Planning)

7. An erosion control and a grading permit will be required from the City of Canby prior to any on-site disturbance. (Planning)
8. The project applicant shall apply for a City of Canby Site Plan Permit, Clackamas County Building permits (including grading permits), and a City of Canby Erosion Control Permit prior to project construction. (Planning/Public Works)
9. Clackamas County Building Services will provide structural, electrical, plumbing, and mechanical plan review and inspection services. (Clackamas County Building Services)
10. Construction plans shall be designed and stamped by a Professional Engineer registered in the State of Oregon. (City Engineer)
11. The applicant shall submit signage applications to the City for any future signs. Proposed signs shall conform to provisions of Chapter 16.42 of the CMC and shall secure a building permit from Clackamas County Building Services prior to their installation if applicable. (Planning)
12. A narrative with accompanying materials shall be provided during the final certificate of occupancy process that demonstrates how the project is consistent with the conditions of approval stated in this Staff Report. (Planning)
13. Prior to occupancy, all parking striping, wheel stops, ADA space requirements and signage shall be installed. (Planning)